

**MARRIAGE AND FAMILY THERAPY SECTION
MEETING MINUTES
JANUARY 9, 2012**

PRESENT: Arlie Albrecht, Peter Fabian, Alice Hanson-Drew

STAFF: Dan Williams, Executive Director; Colleen Baird, Legal Counsel; Kimberly Wood, Bureau Assistant; Sharon Henes, Paralegal; and other Department Staff

CALL TO ORDER

Arlie Albrecht, Chair, called the meeting to order at 9:06 a.m. A quorum of three (3) members was present.

APPROVAL OF AGENDA

Amendments to the Agenda:

- Item “E” (open session) Under the agenda item titled “Administrative Matters” correct sub-header # 3 as follows “3) ~~Board~~ **Section** Member Appointments”
- Item “F” (open session) Under the agenda item titled “Presentations of Proposed Stipulations, Final Decisions and Orders – Upon Section Request:” Remove the sub-header titled “2) Jeffry Miller (10 MFT 010)”
- Item “O-11” (open session) Under the agenda item titled “Items Received After Printing of the Agenda” sub-header “11) Legislation/Administrative Rule Matters” **ADD:**
 - Overview of Executive Order 50
- Item “S” (closed session) Under the agenda item titled “Deliberation on Proposed Stipulations, Final Decisions and Orders – Upon Section Request:” Remove the sub-header titled “2) Jeffry Miller (10 MFT 010)”

MOTION: Alice Hanson-Drew moved, seconded by Peter Fabian, to approve the January 9, 2012 agenda as amended. Motion carried unanimously.

APPROVAL OF MINUTES OF JULY 25 & 26, 2011

Amendments to the Minutes:

- Page 1 of the Minutes: Open Session, Under the item titled “Approval of Agenda” correct the approval motion as follows: “MOTION: Alice Hanson-Drew moved, seconded by Ann Marie Starr to approve the July 25 & 26, 2011 agenda as ~~published~~ **amended**. Motion carried unanimously.
- Page 3 of the Minutes: Open Session, Under the agenda item titled “Section Discussion and Review of MPSW Joint Board Goals for 2011” correct the first sub-header as follows: “1. Department of Health Services (DHS) Mental Health Provider Status Letter holders – Discussion on What Actions Should Be Taken ~~to~~ by MPSW Joint Board ~~to~~ in Terms of Recognizing Unlicensed DHS-Recognized Mental Health Providers”

MOTION: Peter Fabian moved, seconded by Alice Hanson-Drew, to approve the July 25 & 26, 2011, 2011 minutes as amended. Motion carried unanimously.

ELECTION OF OFFICERS FOR 2012

CHAIR & VICE CHAIR

NOMINATION: Peter Fabian nominated the 2011 slate of officers, with Arlie Albrecht as Chair and Alice Hanson-Drew as Vice Chair, to continue in 2012. Nomination carried by unanimous vote.

Arlie Albrecht called for other nominations three (3) times.

Arlie Albrecht was elected as Chair and Alice Hanson-Drew was elected as Vice Chair.

SECRETARY

NOMINATION: Alice Hanson-Drew nominated Peter Fabian for the Office of Secretary. Nomination carried by unanimous vote.

Arlie Albrecht called for other nominations three (3) times.

Peter Fabian was elected as Secretary.

2012 ELECTION RESULTS	
Section Chair	Arlie Albrecht
Vice Chair	Alice Hanson-Drew
Secretary	Peter Fabian

ADMINISTRATIVE MATTERS

1) Review of 2012 Section Meeting Schedule

The Section reviewed its 2012 meeting date schedule and noted conflicts in the schedule of Peter Fabian in terms of the October meeting. Dan Williams will investigate the possibility of switching the October meeting from Tuesday, October 23, 2012 to Monday, October 22, 2012. The Section will review this matter at its July 2012 meeting.

2) Annual Policy Review

The Section received a brief overview of the Department's policies, reviewed a Department publication titled "New Board Member Guidebook" and noted the request for the Section member signature acknowledging receipt and review of this document.

Board Member Appointments

Arlie Albrecht made the following appointments:

Screening Panel Appointments: Peter Fabian, Alice Hanson-Drew

Credentialing Liaisons: Arlie Albrecht

Division of Enforcement (DOE) Monitoring Liaison: Arlie Albrecht

DOE Professional Assistance Procedure (PAP) Liaison: Section Chair-Arlie Albrecht

*Continuing Education (CE)/Education Liaison: Peter Fabian

WAMFT Report: Arlie Albrecht

Travel Liaison: Section Chair – Arlie Albrecht

Coalition Report: No appointment at this time as the Coalition is inactive.

**This assignment includes functions relating to communication with training programs and the Education Training Consortium (ETC).*

PRESENTATIONS OF PROPOSED STIPULATIONS, FINAL DECISIONS AND ORDERS UPON SECTION REQUEST

1) David A. Guyton (10 MFT 004)

The Section opted not to receive a presentation of the Stipulation, Final Decision and Order in the matter of disciplinary proceedings against David A. Guyton (10 MFT 004). The Section will deliberate this matter in closed session.

9:20 A.M. APPEARANCE: AMANDA BARBIAN, OFFICE OF EDUCATION AND EXAMINATIONS – 2009-2011 MARRIAGE & FAMILY THERAPIST CONTINUING EDUCATION AUDIT COMPLIANCE REPORT

Amanda Barbian, Office of Education and Examination, appeared before the Section as to the results of the audit of licensee continuing education compliance for the 2009-2011 biennium. The Section reviewed and discussed the results of the audit and made the motions provided below.

MOTION: Alice Hanson-Drew moved, seconded by Peter Fabian, to authorize Peter Fabian to draft and approve an article relating to the Section's continuing education requirements, for distribution to the Wisconsin Association for Marriage and Family Therapy (WAMFT). The final draft article should be provided to the Department, and subsequently emailed to Cathy Couture, WAMFT President, the WAMFT general e-mail box, and Arlie Albrecht, with a link to the "education" page of the MFT Section. Motion carried unanimously.

MOTION: Alice Hanson-Drew moved, seconded by Peter Fabian, to direct the Department to add language to the paper renewal form outlining the requirement to obtain fifteen (15) of the thirty (30) required hours through programs received through MPSW 19.02 (1-4), Wis. Admin. Code, and including the four (4) hours of ethics and professional boundaries. Motion carried unanimously.

MOTION: Peter Fabian moved, seconded by Alice Hanson-Drew, to refer the licensees who were found to be out of compliance with the Section's continuing education requirements to the Division of Enforcement for follow-up. Motion carried unanimously.

PROCESS FOR SUBMITTING AND PROCESSING MARRIAGE & FAMILY THERAPIST APPLICATIONS

1) Section Discussion of Licensing Approval Process

The Section acknowledged Peter Fabian's efforts to help clarify the initial examination licensure process prior to his appointment as a member of the Section. The Section discussed the changes it has effected during the last year in an effort to streamline the application process.

2) Section Discussion of Experience Hours Accrued Without a Training Certificate

The Section discussed an e-mail inquiry from Justin Tomer regarding accumulation of training hours acquired without first obtaining a training license and discussed at what point an applicant can receive a marriage and family therapy training license. Justin Tomer, Credentialing Specialist, joined the meeting to discuss the application process and to review the existing application forms. The Section identified that a student can receive a training license prior to obtaining their initial degree and made the motion outlined below.

MOTION: Peter Fabian moved, seconded by Alice Hanson-Drew, to direct Colleen Baird and Sharon Henes to revise application form # 1972, Marriage and Family Therapist Certificate of Professional Education Form, as outlined by the Section. The Section authorized Peter Fabian to review and approve the revisions to the draft application forms. Once approved changes should be forwarded to Kris Hendrickson for implementation, posting to the Department website and for Department utilization. Motion carried unanimously.

ANNUAL SECTION REVIEW OF LICENSEE COUNTS

The Section reviewed annual statistics outlining its licensing counts for a number of different years.

SECTION DISCUSSION AND REVIEW OF MPSW JOINT BOARD GOALS FOR 2011

1) Department of Health Services (DHS) Mental Health Provider Status Letter Holders – Discussion on What Actions Should Be Taken to by MPSW Joint Board to in Terms of Recognizing Unlicensed DHS-Recognized Mental Health Providers

a. Section Review of Revised Position Paper

The Section discussed the status of the MPSW Joint Board's goal of bringing DHS mental health provider letter holders under the purview of the Board. Correspondence from Mark Hale, (DHS), was discussed by the Section. The Section explored options in relation to the MPSW Joint Board's goal.

MOTION: Peter Fabian moved, seconded by Alice Hanson-Drew, to recommend to the Joint Board, consideration to not create a fourth credential category for DHS mental health provider status letter holders and that these individuals be subsumed under the existing credentials of the Joint Board. Motion carried unanimously.

2) Create Supervisory Guidelines and Address Disparity of Supervisor Regulations Across the 3 Professions of the MPSW Joint Board

a. Review of Section Supervisory Forms

The Section discussed the Joint Board's goal to create supervisory guidelines and address disparity of supervisory regulations between the three (3) professions of the Board. The supervisory review forms were reviewed by the Section.

MOTION: Alice Hanson-Drew moved, seconded by Peter Fabian, to recommend to the MPSW Joint Board that the residency requirement for psychiatrists be removed from the supervisor forms and that the Section maintain its current standard for supervision hours. Motion carried unanimously.

3) Amendment of Wis. Stat. 457.02, Regarding Repeal of Provisions Which Restrict Board License Holders from Providing Treatment of Substance Abuse and Substance Use Disorders

The Section discussed the MPSW Joint Board's suspended goal to repeal provisions of Wis. Stat. 457.02, that restrict Joint Board license holders from providing treatment of substance abuse and substance use disorders.

LEGISLATION/ADMINISTRATIVE RULE MATTERS

1) 2011 Senate Bill 280

The Section reviewed 2011 Senate Bill 280 and discussed its concerns with this legislation and acted as described in the motion below.

MOTION: Peter Fabian moved, seconded by Alice Hanson-Drew, to authorize Arlie Albrecht to draft and send a letter, on behalf of the Section, to the Department of Safety and Professional Services, State Senator Terry Moulton, State Representative Keith Ripp, and the Chair of the Committee on Health, State Senator Leah Vukmir, expressing concerns about protection of the public and asking that the Marriage and Family Therapist profession be taken out of the bill. The Section authorizes Arlie Albrecht or his designee to speak on behalf of the Section, at any hearings that may arise in relation to this bill. Motion carried unanimously.

EQUALIZATION OF THE JOINT BOARD'S PROFESSIONAL LICENSING FEES

The Section briefly discussed the equalization of the MPSW Joint Board's professional licensing fees. This topic is a standing item and will be discussed at the April 2012 Section meeting.

ITEMS RECEIVED AFTER PRINTING OF THE AGENDA

- 1) Presentation(s) of Petition(s) for Summary Suspension – *None*
- 2) Presentation(s) of Proposed Stipulation(s), Final Decision(s) and Order(s) – *None*
- 3) Presentation of Proposed Final Decision and Order(s) – *None*
- 4) Informational Item(s) – *None*
- 5) Division of Enforcement (DOE) Matters – *None*
- 6) Education and Examination Matters – *None*
- 7) Credentialing Matters – *None*
- 8) Approval(s) for Psychometric Testing – *None*
- 9) Class 1 Hearing(s) – *None*
- 10) Practice Question(s)/Issues – *None*
- 11) **Legislation/Administrative Rule Matters**

Overview of Executive Order 50

Per the Section's request Sharon Henes joined the meeting at the Section's request to explain Executive Order 50 and the impact of this order with respect to the work of the Section.

- 12) Liaison Report(s) (Coalition Report/WAMFT Report) – *None*
- 13) Speaking Engagement(s), Travel, or Public Relation Request(s) – *None*

CLOSED SESSION

MOTION: Alice Hanson-Drew moved, seconded by Peter Fabian, to convene to closed session pursuant to Wisconsin State statutes 19.85(1)(a)(b)(f) and (g), to review applications, deliberate on proposed stipulations, deliberate on administrative warning; deliberate on hearings or appearances for denial of applications; review monitoring cases; review DOE cases, and consult with legal counsel. Roll Call Vote: Arlie Albrecht-yes; Peter Fabian-yes; and Alice Hanson-Drew-yes. Motion carried unanimously.

The Board convened into Closed Session at 3:07 p.m.

RECONVENE TO OPEN SESSION

MOTION: Alice Hanson-Drew moved, seconded by Peter Fabian, to reconvene into open session. Motion carried unanimously.

The Board reconvened into Open Session at 4:15 p.m.

**VOTING ON ITEMS CONSIDERED OR DELIBERATED ON IN CLOSED SESSION IF
VOTING IS APPROPRIATE**

**DELIBERATION ON PROPOSED STIPULATION(S), FINAL DECISION(S) AND
ORDER(S) – UPON SECTION REQUEST**

1) **David A. Guyton (10 MFT 004)**

MOTION: Peter Fabian moved, seconded by Alice Hanson-Drew, to adopt the Findings of Fact, Conclusions of Law, Stipulation and Order in the matter of disciplinary proceedings against David A. Guyton (10 MFT 004). Motion carried unanimously.

DELIBERATION ON PROPOSED ADMINISTRATIVE WARNING(S)

1) **10 MFT 005**

MOTION: Peter Fabian moved, seconded by Alice Hanson-Drew, to issue an administrative warning in the matter of case number 10 MFT 005. Motion carried unanimously.

DELIBERATION OF ITEMS RECEIVED AFTER PRINTING OF THE AGENDA

- 1) Deliberation on Class 1 Hearings
- 2) Application Issues and/or Reviews
- 3) Professional Assistance Procedure (PAP)
- 4) Monitoring Matters
- 5) Proposed Stipulation(s), Final Decision(s) and Order(s)
- 6) Administrative Warnings
- 7) Review of Administrative Warning
- 8) Order(s) Fixing Cost(s)/Matters Related to Costs
- 9) Proposed Final Decisions and Orders
- 10) Petitions for Summary Suspension
- 11) Petitions for Re-hearing(s)
- 12) Education and Examination Matters
- 13) Credential Issues
- 14) Appearance(s) from Request(s) Received or Renewed
- 15) Motions

REVIEW OF APPLICATION(S) FOR LICENSURE

The Section reviewed its application files for licensure.

DIVISION OF ENFORCEMENT

1) Case Status Report

The Section received and reviewed its case status report.

2) Case Closing(s)

None.

DOE SIGNATURE COLLECTION

Signatures were collected for all applicable documents.

OTHER SECTION BUSINESS

The Section acknowledged the work of Ann Marie Starr during her time serving as a member of the Marriage and Family Therapy Section and the MPSW Joint Board.

MOTION: Peter Fabian moved, seconded by Alice Hanson-Drew, to authorize Arlie Albrecht to generate a letter of thanks and appreciation to Ann Marie Starr. Motion carried unanimously.

ADJOURNMENT

MOTION: Alice Hanson-Drew moved, seconded by Peter Fabian, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 4:22 p.m.